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ABSTRACT

A variety of reference aids are included in this supplement to a course in English as a second language for nursing aides. Maps of the imaginary geographic locations used in the course are provided. The bulk of the volume presents charts, lists, and illustrations designed to reinforce knowledge of basic vocabulary. Topics covered include numbers, telling time, military time, expressions about time, days and months, people doing things, kinds of food, money, colors, hospital objects, position words, verbs, hospital vocabulary regarding surgery, human anatomy, hospital abbreviations, temperature, and tag questions. (JB)

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ENGLISH FOR SPECIAL PURPOSES SERIES

NURSING AIDE

REFERENCE MANUAL

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION

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Produced at Honolulu Community College
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For technical or other errors, I am solely responsible.

M.C.

Honolulu, Hawaii
September 1977

TABLE OF CONTENTS

Acknowledgments iii

To the Student vii

Map of Mahimahi Island 1

Map of Greater Tamarind City 1a

Map of Tamarind City (detail) ..... center of book

Numbers (I Les. 1, II Les. 1) 2-3

Telling Time (II Les. 1) 4-8

Military Time (II Les. 1) 9

Expressions About Time (II Les. 1) 10-11

Days and Months (II Les. 2) 12

People Doing Things (II Les. 3) 13

Kinds of Food (III Les. 1, 2) 14-17

Money (III Les. 3) 18-20

Colors (III Les. 4) 21

Hospital Objects (IV Les. 2) 22

Position Words: Use (IV Les. 2) 23-27

Position Words: Word Order (IV Les. 2) 28

Verbs: Today and Yesterday (IV Les. 4) 29-30

Verbs: Tomorrow (V Les. 1) 31

Verbs: Going To Do (V Les. 1) 32

Hospital Vocabulary: Surgery (V Les. 4) 33

Table of Contents continued

The Human Body: List of Body Parts (V Les. 4) 34-35

The Human Body:
Charts for Name the Body Parts Test (V Les. 5) 36-37a

The Human Body:
Answer Sheet for Name the Body Parts Test
(V Les. 5) 38

People in Tamarind City (VII Les. 3) 39-42

Abbreviations in the Hospital (VIII Les. 1) 43-44

Temperature (IX Les. 3) 45

Tag Questions (XI Les. 1) 46

TO THE STUDENT

The Reference Manual is intended for use with the Speakeasy text in this series. This manual has many kinds of information to help you in learning English and specifically to help you in studying your Speakeasy text.

In the Speakeasy text there will be references to sections of the Reference Manual. For example, when you read, "See REF 2-3" in a Speakeasy lesson, open the Reference Manual to pages 2 and 3 and study that section. In the table of contents of this manual, after each reference item, you will find the Speakeasy lesson for which the item is a reference.

This manual also has your maps of Mahimahi Island and Tamarind City.

Some parts of the Reference Manual are translated. These translations are in four languages, Ilocano, Tagalog, Korean and Vietnamese. The translations are in the Reference section of your Speakeasy Translation Manual. Those parts which are translated are marked (Tr) after the item translated and you will find the translation in your Translation Manual under the Reference page number of the item translated.

Use the Reference Manual to increase your understanding of aspects of the Speakeasy text. Use it also to expand your understanding of the English language and the culture in which the language is spoken.

M.C.

Honolulu, Hawaii
September 1977

MAP OF MAHIMAHI ISLAND

GREATER TAMARIND CITY

REP

1a

I Lesson 1, II Lesson 1

NUMBERS

Arabic Numerals	Roman Numerals	English Cardinal Nos.	English	Ordinal Numbers
1	I	one	1st	first
2	II	two	2nd	second
3	III	three	3rd	third
4	IV	four	4th	fourth
5	V	five	5th	fifth
6	VI	six	6th	sixth
7	VII	seven	7th	seventh
8	VIII	eight	8th	eighth
9	IX	nine	9th	ninth
10	X	ten	10th	tenth
11	XI	eleven	11th	eleventh
12	XII	twelve	12th	twelfth
13	XIII	thirteen	13th	thirteenth
14	XIV	fourteen	14th	fourteenth
15	XV	fifteen	15th	fifteenth
16	XVI	sixteen	16th	sixteenth
17	XVII	seventeen	17th	seventeenth
18	XVIII	eighteen	18th	eighteenth
19	XIX	nineteen	19th	nineteenth
20	XX	twenty	20th	twentieth
21	XXI	twenty-one	21st	twenty-first
29	XXIX	twenty-nine	29th	twenty-ninth
30	XXX	thirty	30th	thirtieth

40	XL	forty	40th	fortieth
49	IL	forty-nine	49th	forty-ninth
50	L	fifty	50th	fiftieth
60	LX	sixty	60th	sixtieth
70	LXX	seventy	70th	seventieth
80	LXXX	eighty	80th	eightieth
90	XC	ninety	90th	ninetieth
100	C	a/one hundred	100th	hundredth
101	CI	(a) hundred (and) one	101st	hundred & first
150	CL	(a) hundred (and) fifty	150th	hundred & fiftieth
200	CC	two hundred	200th	two hundredth
250	CCL	two hundred (and) fifty		
300	CCC			
400	CD			
500	D			
600	DC			
700	DCC			
800	DCCC			
900	CM			
1,000	M	a/one thousand	1,000th	thousandth
1976	MCMLXXVI	nineteen seventy-six		
1977	MCMLXXVII	nineteen seventy-seven		
1,000,000	M	a/one million	1,000,000th	millionth

II Lesson 1

TELLING TIME

Be sure you understand the ways of telling time. Notice that there are several ways of expressing the time, especially in speech. A.M. and P.M. or a.m. and p.m. are used most often in writing the time. They are used in speech also. A.M. means morning. A.M. is used to tell time from midnight until noon. P.M. is used from noon until midnight. From 12:00 noon until 5:00 p.m. or 6:00 is the afternoon. From 5:00 p.m. or 6:00 p.m. until midnight is evening. From midnight until noon is morning.

VOCABULARY

the hour
on the half hour
half past the hour
clock
alarm clock
digital clock
watch
wrist watch
timepiece

midnight
or noon

GREETINGS & TIME

Hello. How are you this morning? is used from about 3 a.m. until noon.

Hello. How are you today? is used all day until about 6:00 p.m.

Hello. How are you | this evening? / tonight? | is used from about 6:00 p.m. until about 3:00 a.m. Some people use good morning after midnight.

Good morning is used from about 3 a.m. until noon.
Good afternoon is used from noon until about 5 or 6 p.m.
Good evening is used from about 5 or 6 p.m. until midnight.
Hi is an informal greeting. It means hello.
Good night means good-bye. It is used after 6:00 p.m.
Bye-bye and bye mean good-bye. They are used in informal speech.
Hello can be used at any time as a greeting.
Good-bye can be used any time when parting.
Notice that 1:00 a.m. is always morning when you tell time. You say "It's 1 o'clock in the morning," not "It's 1 o'clock in the evening." But some people may say "How are you this evening?" as a greeting at 1:00 a.m.

(Tr)

Study the following examples. Practice using these forms until you can use them easily and fluently. (Tr)

MORNING

We say:	We write:
It's 7.	It is 7:00.
It's 7 a.m.	It is 7:00 a.m.
It's 7 in the morning.	
It's 7 o'clock.	
It's 7 o'clock a.m.	
It's 7 o'clock in the morning.	sometimes: It is seven o'clock. It is seven o'clock a.m. It is seven o'clock in the morning.

EVENING

We say:	We write:
It's 7.	It is 7:00.
It's 7 p.m.	It is 7:00 p.m.
It's 7 in the evening.	
It's 7 o'clock.	
It's 7 o'clock p.m.	
It's 7 o'clock in the evening.	sometimes: It is seven o'clock. It is seven o'clock p.m. It is seven o'clock in the evening.

MORNING

We say:	We write:
It's 3.	It is 3:00.
It's 3 a.m.	It is 3:00 a.m.
It's 3 in the morning.	
It's 3 o'clock.	
It's 3 o'clock in the morning.	
It's 3 o'clock a.m.	sometimes: It is three o'clock.
	It is three o'clock a.m.
	It is three o'clock in the morning.

AFTERNOON

We say:	We write:
It's 3.	It is 3:00.
It's 3 p.m.	It is 3:00 p.m.
It's 3 in the afternoon.	
It's 3 o'clock.	
It's 3 o'clock in the afternoon.	
It's 3 o'clock p.m.	sometimes: It is three o'clock.
	It is three o'clock p.m.
	It is three o'clock in the afternoon.

Telling Time, p. 4

We say:

It's 3:30.

It's 3:30 | a.m. / p.m. |

It's 3:30 in the | morning. / afternoon. |

It's half past 3.

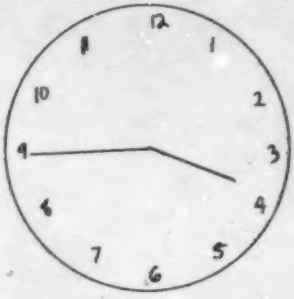
We write:

It is 3:30.

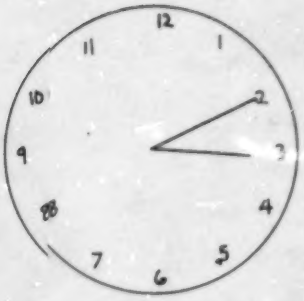
It is 3:30 | a.m. / p.m. |

It is three-thirty.

It's 3:15.
It's three fifteen.
It's quarter after 3.
It's quarter past 3.
It's a quarter | after / past | 3.



It's 3:45.
It's three fory-five.
It's quarter to 4.
It's a quarter to 4.
It's 15 minutes to 4.



From the hour until half past the hour we say, for example,

It's three-ten.
(3:10)

OR It's ten | after 3.
minutes after 3.
past 3.
minutes past 3.

From half past the hour until the next hour we say,

It's three-forty.
(3:40)

OR It's 40 minutes | after 3.
past 3.

It's 20 minutes | to 4.
'til 4.
until 4.
of 4.
before 4.

MILITARY TIME

Military time does not start at 1 o'clock again after 12:00 noon. Instead, 1:00 p.m. is 1300. (Tr)

Here are the times:

Ordinary Time	Military Time	
1:00 a.m.	0100	oh one hundred (hours)
2:00 a.m.	0200	oh two hundred (hours)
3:00 a.m.	0300	oh three hundred (hours)
4:00 a.m.	0400	oh four hundred (hours)
5:00 a.m.	0500	oh five hundred (hours)
6:00 a.m.	0600	oh six hundred (hours)
6:20 a.m.	0620	oh six twenty (hours)
7:00 a.m.	0700	oh seven hundred (hours)
8:00 a.m.	0800	oh eight hundred (hours)
9:00 a.m.	0900	oh nine hundred (hours)
10:00 a.m.	1000	ten hundred (hours)
11:00 a.m.	1100	eleven hundred (hours)
12:00 noon	1200	twelve hundred (hours)
1:00 p.m.	1300	thirteen hundred (hours)
2:00 p.m.	1400	fourteen hundred (hours)
2:15 p.m.	1415	fourteen fifteen (hours)
2:30 p.m.	1430	fourteen thirty (hours)
2:45 p.m.	1445	fourteen forty-five (hours)
3:00 p.m.	1500	fifteen hundred (hours)
4:00 p.m.	1600	sixteen hundred (hours)
5:00 p.m.	1700	seventeen hundred (hours)
6:00 p.m.	1800	eighteen hundred (hours)
7:00 p.m.	1900	nineteen hundred (hours)
8:00 p.m.	2000	twenty hundred (hours)
9:00 p.m.	2100	twenty-one hundred (hours)
10:00 p.m.	2200	twenty-two hundred (hours)
11:00 p.m.	2300	twenty-three hundred (hours)
12:00 midnight	2400	twenty-four hundred (hours)
12:15 a.m.	2415	twenty-four fifteen (hours)
12:30 a.m.	2430	twenty-four thirty (hours)
12:45 a.m.	2445	twenty-four forty-five (hours)

II Lesson 1

EXPRESSIONS ABOUT TIME

In America time is very important. You must be able to tell time. You must be on time for work and school. Being prompt for appointments and for work is very important. Sometimes it seems that Americans are always in a hurry. Many Americans have to be busy all the time. Sometimes it seems that Americans do not know how to relax and use their free time. This concern with time and for being busy is reflected in the language Americans use. There are many expressions in English about time. Here are some of them. (Tr)

EXPRESSION	Definition
wait a second wait a minute	"Wait a second. I'm almost ready." means "Don't go." It does not mean the person will be ready in a second or in a minute. It might be much longer than that. These terms also mean "Stop!" For example, "Wait a minute. I want to talk to you."
just a second just a minute	These mean the same as above. They also mean "Stop" or "Slow down." The tone of voice makes a difference in the meaning of these expressions. Listen carefully to your teacher use them.
in a second in a minute	not ready yet. For example, "I'll be ready in a minute."
on time	prompt
in no time	quickly. I can find the thermometer in no time.

take your time	go slowly; don't hurry. He always takes his time getting to class.
free time	the hours you are not working; the time when you are not busy. During my free time I go to the beach.
on your own time	the time you are not at work, your free time. Eat your lunch on your own time.
on company time	work time. He sleeps on company time.
overtime	work done beyond your regular working hours. He works overtime on Mondays.
time and a half	a rate of paying people who work overtime. Some companies pay time and a half for overtime work. Time and a half wages are one and a half times your regular wages. If you make $3.00 an hour for your regular wages, your time and a half wages are $4.50 an hour.
to take time out	to rest; used most often in sports.
a good time	fun. We had a good time at the party.
the time of your life	a very good time. We had the time of our lives at the party.
the time is ripe	now is the best time to do something. The time is ripe to find a job.
to pass the time of day	to relax, usually by talking with a friend. John and Alex like to pass the time of day together.
behind the times	old fashioned, not modern. Sometimes children think parents are behind the times.
Do you have the time?	What time is it?
Do you have time?	Are you busy? Do you have time to study? Yes, I have time.

(Tr)

DAYS and MONTHS

Day	Abbreviation
Monday	Mon. or M
Tuesday	Tues. or T
Wednesday	Wed. or W
Thursday	Thurs. or Th
Friday	Fri. or F
Saturday	Sat.
Sunday	Sun.

Month	Abbreviation	Number of Days
January	Jan.	31
February	Feb.	28 29 in leap years
March	Mar.	31
April	Apr.	30
May	no abbreviation	31
June	Jun.	30
July	Jul.	31
August	Aug.	31
September	Sept.	30
October	Oct.	31
November	Nov.	30
December	Dec.	31

Other words	Abbreviation
day	da.
week	wk.
weeks	wks.
month	mo.
months	mos.
year	yr.
years	yrs.

There are 24 hours in a day. There are 7 days in a week. There are 365 days in a year; there are 366 days in leap years. There are 52 weeks in a year. There are 12 months in a year.

II Lesson 3

PEOPLE DOING THINGS

SINGULAR (one person)

I am playing a game.

I am driving a car.

You are playing a game.

You (Jim) are playing a game.

You are driving a car.

She/He is playing a game.

Jim is playing a game.

She is driving a car.

PLURAL (more than one person)

We are playing a game.

Jim and I are playing a game.

Alice and Suzie and I are playing a game.

We are swimming.

We are eating apples.

You (Jim and Marvin) are playing a game.

You are swimming.

You are eating apples.

They are playing a game.

Alice and Jim are playing a game.

Alice and Suzie and Jim are playing a game.

They are swimming.

They are eating apples.

REF

13

III Lessons 1 and 2

KINDS OF FOOD

Here are some foods that are customarily eaten in the United States. Can you add to the lists from your own experience? Find pictures of as many foods as you can. Bring the pictures to class. Tr)

First, here are some of the foods people eat for particular meals.

Breakfast

fruit juice

cereal with milk and sugar

eggs

bacon

toast with butter/margarine
jelly/jam/honey

pancakes or waffles
with butter and honey/syrup

coffee or tea; milk
cream, sugar

donuts/sweet rolls/coffee cake

fruit

Lunch

a sandwich or
a hamburger or
a hot dog

French fries

salad

soup or saimin

fruit

Dinner

meat or seafood

potatoes or rice

vegetables
salad

relishes

bread or rolls

beverages

dessert

Meats

beef
  steak
  roast
  ground beef (hamburger)
  veal
pork
  chops
  roast
  ham
  bacon
lamb
  chop
  roast
poultry
  chicken
  duck

Fruits

oranges
lemons
limes
grapefruit
pomelo
apples
pears
peaches
bananas
pineapple
papaya
mango
lychee
watermelon
grapes
strawberries

Seafood

fish
  mahimahi
  tuna (ahi, aku)
  salmon
  mullet
  butterfish
  herring
shellfish
  shrimp
  crab
  lobster
  opihi (a kind of snail)
octopus
frog legs

salad = mixture of fresh vegetables, usually with lettuce or cabbage

Vegetables

green beans (string beans)
dry beans
  (lima, kidney, etc.)
chickpeas (garbanzo)
peas
corn
squash (zucchini, winter, etc.)
beets
turnips
taro
carrots
radishes
onions
garlic
tomatoes
green pepper (bell pepper)
cabbage
celery
lettuce
spinach, taro leaves
Chinese parsley
  English: coriander
  Spanish: cilantro
watercress
mint

Beverages

water
fruit juice
lemonade
tea
coffee
milk
hot chocolate/cocoa
soda/soft drinks
beer
wine
liquor
  whiskey
  gin
  rum
  vodka
liqueurs
  brandy

Spices

salt
pepper (black)
red pepper
ginger
garlic
soy sauce
fish sauce
oregano
thyme
dill seed/weed
coriander
cinnamon
cloves
nutmeg
sesame seed
mint
oil

sugar

Starches

bread, rolls, biscuits
rice
potatoes, sweet potatoes
noodles
pasta (wheat)
  noodles
  spaghetti
  macaroni
  ravioli
  saimin
flour

Cereals (Grains)

wheat
rice
oats
barley
rye
corn

Cereal (prepared)

cooked cereal
  oatmeal (rolled oats)
  cream of wheat
  cornmeal mush
  hominy grits

dry cereal (ready to eat)
  corn flakes
  Wheaties
  Rice Krispies
  granola

Dairy Products

milk, buttermilk
cream
sour cream
yogurt
cottage cheese
cheese
butter
ice cream
margarine
eggs

Nuts

coconut

peanuts
cashews
walnuts
pecans
almonds

Desserts

ice cream
sherbet
jello
custard
pudding
cake
pie
cookies
fruit

Relishes

pickles
kim-chee
olives
celery
raw carrots

III Lesson 3

MONEY

one cent
1¢
1 cent
a cent
a penny/one penny
a one-cent piece
$.01

one dollar/a dollar
$1
$1.00
a buck/one buck

one dollar
1 dollar
$1
$1.00
a buck/one buck
one dollar bill
a dollar bill
$1 bill

REP

18

a fifty-cent piece
a half dollar
50 cents
fifty cents
50¢

5 cents
five cents
5¢
a nickel/one nickel
a five-cent piece

five dollars
5 dollars
$5
$5.00
five bucks
a fiver
five dollar bill
$5 bill

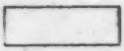
twenty five cents
25¢
25 cents
a quarter
a quarter dollar
two bits
$.25

ten cents
10¢
10 cents
a dime/one dime
a ten-cent piece
$.10

ten dollars
10 dollars
$10
$10.00
ten bucks
a ten
a ten dollar bill
a $10 bill

III Lesson 4

COLORS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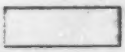
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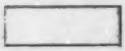
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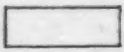
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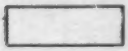
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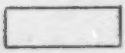
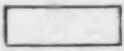
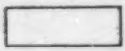
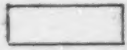

blue


light blue

dark blue

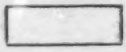

green


light green

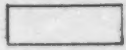
dark green

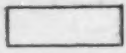
yellow

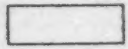
light yellow


gold

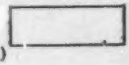
orange

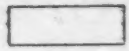

yellow orange


red orange

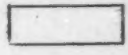

purple

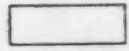
light purple (violet)


dark (deep) purple

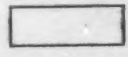

brown

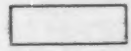
light brown


dark brown

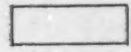

gray

light gray

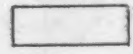

dark gray

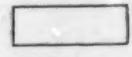

yellow green

blue green


reddish

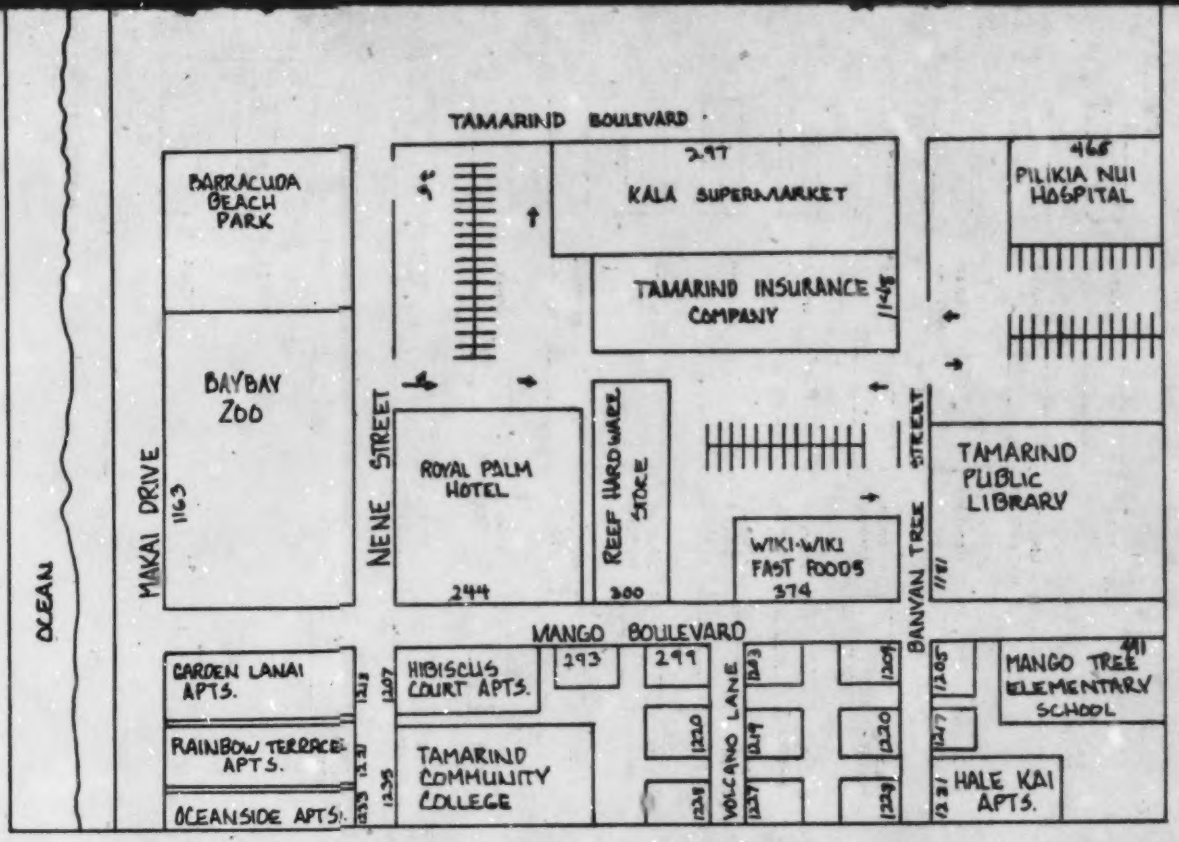
reddish brown

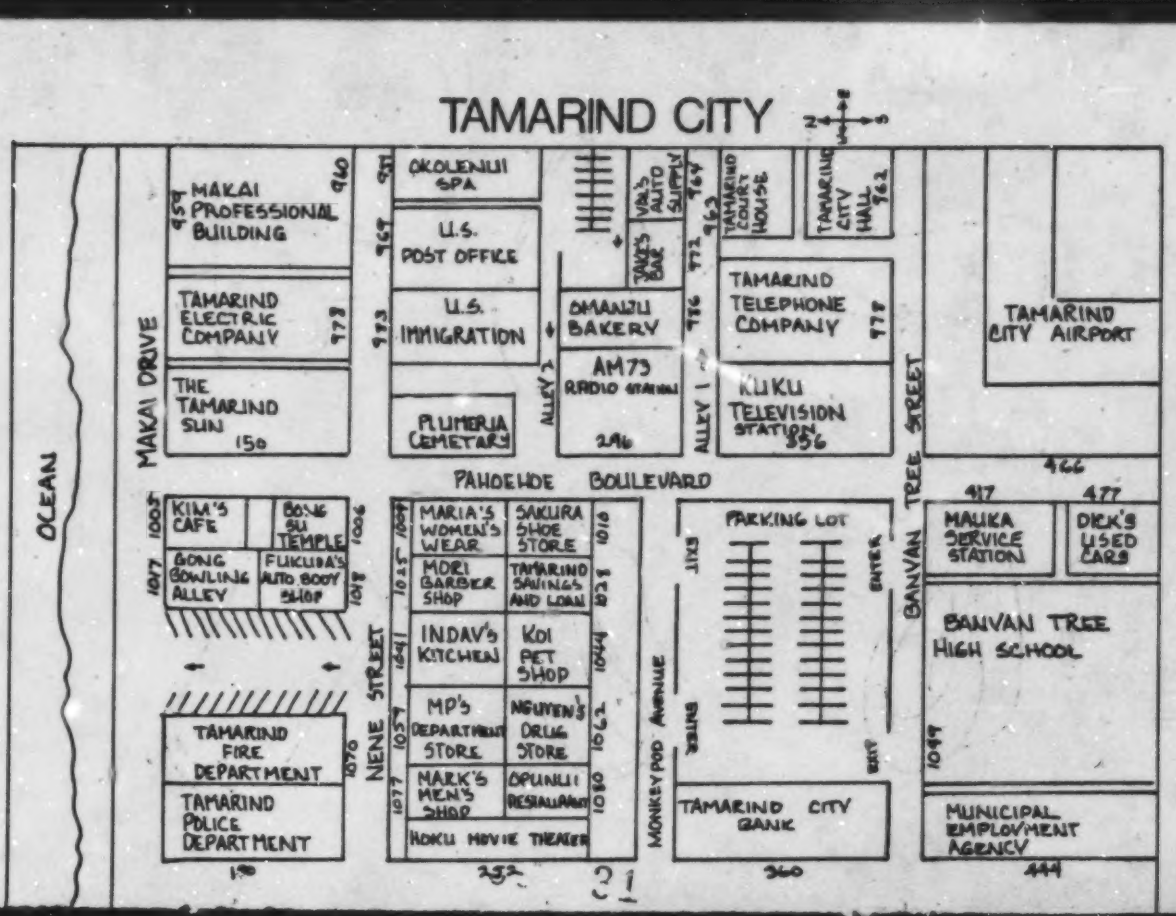

pink


greenish

REF

21

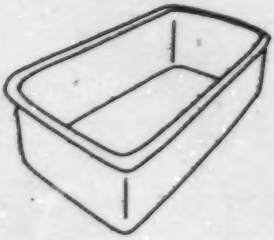

TAMARIND BOULEVARD
BARRACUDA BEACH PARK
BAYBAY ZOO
MAKAI DRIVE
1163
OCEAN
NENE STREET
297
KALA SUPERMARKET
TAMARIND INSURANCE COMPANY
1145
ROYAL PALM HOTEL
244
REEF HARDWARE STORE
300
WIKI-WIKI FAST FOODS
374
BANYAN TREE STREET
466
PILIKIA NUI HOSPITAL
TAMARIND PUBLIC LIBRARY
1111
MANGO BOULEVARD
GARDEN LANAI APTS.
1213
1207
RAINBOW TERRACE APTS.
1231
1235
OCEANSIDE APTS.
1233
HIBISCUS COURT APTS.
293
299
TAMARIND COMMUNITY COLLEGE
1220
1233
VOLCANO LANE
1203
1219
1237
1209
1230
1239
1205
1217
411
MANGO TREE ELEMENTARY SCHOOL
1231
HALE KAI APTS.


TAMARIND CITY
OCEAN
MAKAI DRIVE
MAKAI PROFESSIONAL BUILDING
TAMARIND ELECTRIC COMPANY
THE TAMARIND SUN
OKOLEHUI SPA
U.S. POST OFFICE
U.S. IMMIGRATION
PLUMERIA CEMETARY
VAL'S AUTO SUPPLY
JAKE'S BAR
TAMARIND COURT HOUSE
TAMARIND CITY HALL
OMANJU BAKERY
AM 73 RADIO STATION
TAMARIND TELEPHONE COMPANY
KUKU TELEVISION STATION
ALLEY 2
ALLEY 1
PAHOEHOE BOULEVARD
TAMARIND CITY AIRPORT
BANYAN TREE STREET
KIM'S CAFE
BONG SU TEMPLE
BONG BOWLING ALLEY
FUKUDA'S AUTO BODY SHOP
NENE STREET
MARIA'S WOMEN'S WEAR
SAKURA SHOE STORE
MORI BARBER SHOP
TAMARIND SAVINGS AND LOAN
INDAV'S KITCHEN
KOI PET SHOP
MP'S DEPARTMENT STORE
NGUYEN'S DRUG STORE
MARK'S MEN'S SHOP
OPUNUI RESTAURANT
KOKU MOVIE THEATER
TAMARIND FIRE DEPARTMENT
TAMARIND POLICE DEPARTMENT
MONKEYPOD AVENUE
PARKING LOT
ENTER
EXIT
TAMARIND CITY BANK
MALIKA SERVICE STATION
DICK'S USED CARS
BANYAN TREE HIGH SCHOOL
MUNICIPAL EMPLOYMENT AGENCY

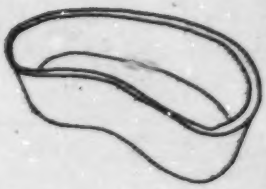
HOSPITAL OBJECTS

WATER PITCHER

TRAY

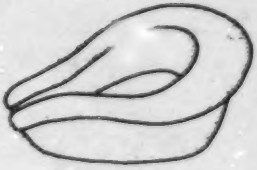


WASH BASIN



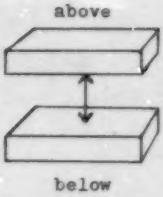
EMESIS BASIN

URINAL



BEDPAN

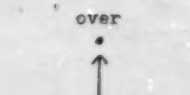
POSITION WORDS

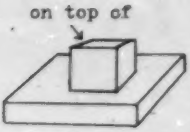


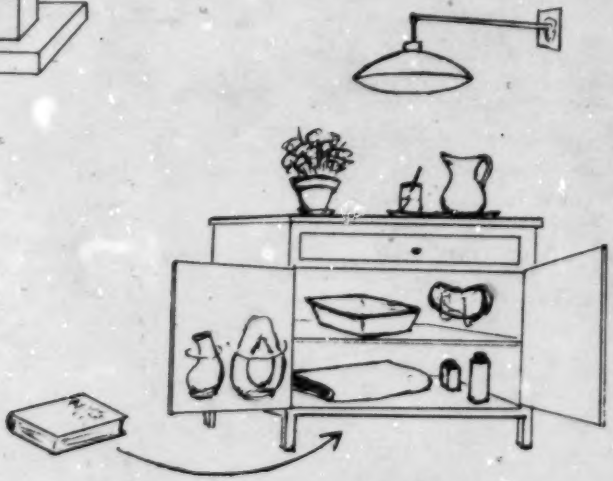
Study the following examples of position words.

1. The surgical floor is above the first floor.
2. The first floor is below the surgical floor.
3. The bath basin is above the blanket.
4. The blanket is below the bath basin.

5. Turn on the light over the bedside table.
6. The light | over / above | the bedside table is out.
7. Clean the floor under the bedside table.
8. Put the book | under / underneath | the table.
9. The tray is | under / underneath | the pitcher.
10. The pitcher is | on / on top of | the tray.





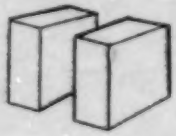


11. The blanket is <u>inside</u> the bedside table.

12. The emesis basin and wash basin are <u>inside</u> the bedside table.

13. The book is <u>outside</u> the bedside table.

14. The flowers are <u>outside</u> the bedside table. They are <u>on top of</u> the table.

behind  in front of

15. The powder is <u>behind</u> the skin lotion.

16. The skin lotion is <u>in front of</u> the powder.

17. Tamarind Court House is <u>behind</u> Tamarind City Hall.

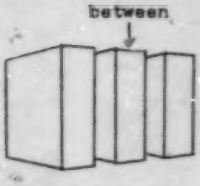
18. Tamarind City Hall is <u>in front of</u> Tamarind Court House.

19. Alice Chong is walking <u>behind</u> Miss Hookala.

20. Miss Hookala is walking <u>in front of</u> Alice.

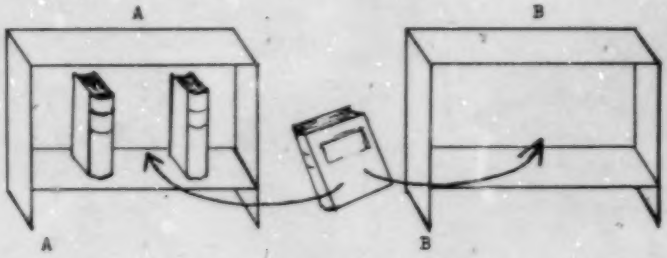
21. A cat is walking <u>behind</u> Alice Chong.

22. A cat is |following / following behind| Alice Chong.



next to
beside

23. The skin lotion is next to the blanket.
24. The blanket is next to the skin lotion and the powder.
25. The urinal is next to / beside the bedpan.
26. The bedpan is next to / beside the urinal.
27. The bedpan and the urinal are next to each other.



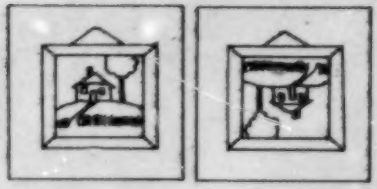
28. Put this book between / in between the other two books.
29. Put this book in the middle.
30. Put this book in the middle.
31. Put the book in the middle of the shelf.

30. Nguyen's Drug Store in in the middle of Tamarind City.
31. It's next to Opunui Restaurant.
32. It's next to Koi Pet Shop.
33. Nguyen's Drug Store is between / in between Opunui Restaurant and Koi Pet Shop.
34. It's across the street from the parking lot.

Position Words, p.4

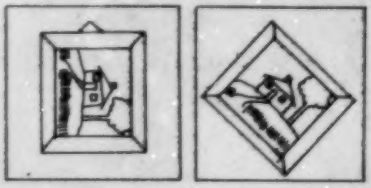
1. The picture is right side up.

2. The picture is upside-down.



3. The picture is sideways.

4. The picture is crooked.



5. The boy's shirt is right side out.

6. The boy's shirt is wrong side out. inside out.

7. The picture is backwards.

8. The boy's shirt is (on) backwards.

9. They are standing side by side.

10. He is standing sideways.

11. The boy is shaking his head back and forth.

12. The boy is nodding his head up and down.

13. The pendulum is going back and forth.

14. The yoyo is going up and down.

15. The car is going forwards.

16. The car is going backwards.

17. The crab is going sideways.

18. The car is turning around.

19. Turn the book around.

20. Turn the book over.

Position Words, p.6 Word Order for Position Words

SUBJECT Person/Thing	VERB Be/Do	OBJECT Thing	RELATION Position Word	LOCATION Place/Thing (Tr)
Student A	is		beside	Student D.
Student B	is		next to	Student A.
Student D	is		between	Students C & E.
Students D & E	are		between	Students C & F.
Students F, G & H	are		in front of	the windows.
The windows	are		behind	the three students.
The windows	are		right behind	the three students.
The teacher	is		in front of	the blackboard.
The blackboard	is		behind	the teacher.
The door	is		behind	Student A.
Student A	is		near	the door.
Students C & D	are		next to	each other.
The neck	is		above	the shoulders.
The neck	is		below	the head.
The neck	is		between	the head and the shoulders.
The head	is		right above	the neck.
The shoulders	are		below	the neck.
The teeth	are		behind	the lips.
The lips	are		in front of	the teeth.
The vase	is		on	the bedside table.
The blanket	is		on	the bottom shelf.
The soap	is		in	the drawer.
The lotion and the powder	are		on	the bottom shelf.
The flowers	are		in	the vase.
(You)	put	a blanket	on	the bed.
	Put	the tray	on	the bedside table.
	Put	it	beside	the vase.
	Put	the urinal	on	the bottom shelf.
	Put	the bedpan	next to	the urinal.
	Put	the basin	above	the bedpan.
	Put	the soap	in	the bath basin.
	Put	the towel	right next to	the bath basin.
	Put	it	between	the bath basin and the emesis basin.
Alice Chong	works		at	Pilikia Nui Hospital.
She	works		on	the 3rd floor.
She	works		in	the surgical ward.
Alice	lives		in	Tamarind City.
She	lives		on	Nene Street.
She	lives		at	1207 Nene Street.
She	lives		in	Apartment 410.

VERBS: Today and Yesterday

NOW Present Habitual Tense Present Continuous Tense	BEFORE Past Tense (Tr)
I go to school every day. I'm going to school now.	I went to school yesterday.
She walks to work every day. She's walking on the street now.	She walked to work yesterday.
Alice works in the hospital. Alice is working now.	Alice worked yesterday.
I look out the window every day. I'm looking out the window now.	I looked out the window this noon.
I ride the bus to school. I'm riding the bus right now.	I rode the bus last week.
He eats (lunch) at 11:30. He's eating (lunch) now.	He ate (lunch) at 11:30.
He has lunch at 11:30. He's having lunch now.	He had lunch at 11:30.
They study (English) every day. They're studying (English) now.	They studied (English) last night.
He reads (the charts) every day. He's reading (the charts) now.	He read the charts yesterday. (Say like red.)
She buys fruit every Wednesday. She's buying fruit now.	She bought fruit yesterday. (Say like bot.)
He gets the (news)paper every day. He's getting a paper. (buying it now)	He got a paper yesterday.
I do my homework at night. I'm doing my homework now.	I did my homework last night.
He writes a letter every week. He's writing a letter now.	He wrote a letter last week.
She puts the charts on the desk every morning. She's putting the charts on the desk now.	She put the charts on the desk an hour ago.

Present (Habitual) Tense	Past Tense
I pay .39/lb for apples.	I paid .39/lb for apples Monday.
I meet her every day in school.	I met her yesterday in school.
I see him every Friday.	I saw him last Friday.
I like fish very much.	I liked that fish (I ate) last night.
I want a new car (now).	I wanted a new car last year.
I need a blanket (now).	I needed a blanket yesterday.
I have one blanket (now).	I had two blankets yesterday.

Do NOT say:

I'm liking fish.
I'm wanting a new car.
I'm needing a blanket.
I'm having a blanket.

I'm paying .39/lb for apples.
I'm meeting her now.
I'm seeing him now.

You can say, for habitual present:

I'm paying .39/lb for apples these days.
I'm meeting her every day in school.
I'm seeing him now on Fridays.

It does not mean right now, right at this time.

You can say, for near future:

I'm meeting her at 3:30.
I'm seeing him tonight.

REP 31 shows in detail this use of the "Present Continuous" to mean Future.

V Lesson 1

Verbs, p.3: Tomorrow

AFTER

Future Tense (Tr)

I	am am will	going to go going go	to school	tomorrow.
She	is is will	going to walk walking walk	to work	next week.
She	is is will	going to work working work	in the hospital	tomorrow.
We	are are will	going to ride riding ride	the bus to school	next week.
He	is is will	going to eat eating eat	lunch	at 12:00 today.
He	is is will	going to have having have	lunch	at 12:00 today.
They	are are will	going to study studying study	about the body	tonight.
He	is is will	going to read reading read	the charts	after lunch.
She	is is will	going to buy buying buy	her groceries	after work.
I	am am will	going to pay paying pay	for the dress	after I get it.
I	am am will	going to meet meeting meet	her	at 3:00.
I	am will	going to look look	out the window	tomorrow.

Do NOT say: I'm looking out the window tomorrow.

Verbs, p.4 Present: WHAT ARE YOU DOING?
Future: WHAT ARE YOU GOING TO DO?

SUBJECT Person	FUTURE GOING TO	ACTION DO	Object	Place	
Present:					
I'm		buying	clothes.		
She's		washing	clothes.		
She's		putting	the clothes	in	the drawer.
She's		putting	the clothes	on	the bed.
He's		meeting	his friend	in	the cafeteria.
They're		studying	English	in	school.
They're		working		in	the hospital.
He's		working		at	home.
She's		walking		on	the street.
She's		walking		to	the store.
She's		going		to	the store.
He's		going		to	school.
I'm		going			home.
Future:					
I	will	buy	clothes.		
I'm	going to / gonna	buy	clothes.		
She's	going to	wash	clothes.		
She's	going to	put	the clothes	in	the drawer.
She's	going to	put	the clothes	on	the bed.
He's	going to	meet	his friend	in	the cafeteria.
They're	going to	study	English	in	school.
They're	going to	work		in	the hospital.
He's	going to	work		at	home.
She's	going to	walk		on	the street.
She's	going to	walk		to	the store.
She's	going to	go		to	the store.
He's	going to	go		to	school.
I'm	going to	go			home.

HOSPITAL VOCABULARY: SURGERY

Surgery can refer to a place or to a department in the hospital. For example, "She works in surgery" means "She works in the surgical department." In that sentence surgery refers to a place or to a department in the hospital.

Surgery can also mean "an operation." For example:

He's having surgery.

He's having an operation.

She's having surgery on her leg.

She's having an operation on her leg.

Note: | She's | in surgery.
| He's |

The sentence above is ambiguous. It can mean:

| She | is working in surgery. (Surgery is a place.)
| He |

It can also mean:

| She's | having an operation.
| He's |

"She's in surgery."

We need more information before we can understand the exact meaning of this sentence. In the dialog we know "in surgery" means "having an operation" because we are talking about a patient. In another dialog this sentence might mean: She's in the surgical department. Or it might mean "The doctor/nurse is in the operating room."

(Tr)

THE HUMAN BODY

You must know the parts of the body. Be sure you can say all these words correctly. Be sure you know where the parts of the body are. Add to these lists any other body terms you know.

General
Internal(inside): bone
blood
muscle (inside the skin, outside the bone)
External(outside): body hair
skin

THE EXTERNAL BODY

The Head

head
hair
face
 forehead
 eyebrow
 eye
  eyelid
  eyelash
 nose
  nostril
 mouth
  lips
   upper lip
   lower lip
  (teeth)
  (tongue)
 chin
 cheek
 jaw
ear
 ear lobe
neck
 throat

The Trunk/Torso

shoulder
 shoulder blade
chest
breast
 nipple
abdomen
  belly
  stomach
  opu (Hawaiian)
navel
  belly button
waist

back
backbone
  spine
  spinal column
hip
buttocks
  rear
  rear end
  bottom
  seat
  behind
  fanny
  butt
  okole (Hawaiian)
reproductive organs
  genitals
 male
  penis
  scrotum
   balls
 female
  vulva

groin (male):
  area between the abdomen and the thighs

Extremities

arm
 armpit
 upper arm
 elbow
 forearm
 wrist
hand
 palm
 knuckle
 fingers
  thumb
  index finger
  middle finger
  ring finger
  little finger
   pinkie
  nail

leg
 thigh
 knee
  kneecap
 shin
 calf
 ankle
foot
 heel
 arch
 sole
 toes
  big toe
  little toe
  nail

THE INTERNAL BODY

Internal Organs

In the Head

brain
nasal cavity
tongue

In the Throat

windpipe/trachea
esophagus
|foodpipe

In the Chest

lungs
heart

In the Abdomen

liver
stomach
kidneys
ureters
small intestine
large intestine
bladder

Reproductive Organs

male
testicles/testes

female
ovaries
uterus
vagina

(Tr)

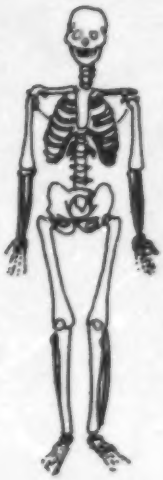
Bones

In the Head

skull
|cranium
jaw bone
teeth

In the Torso

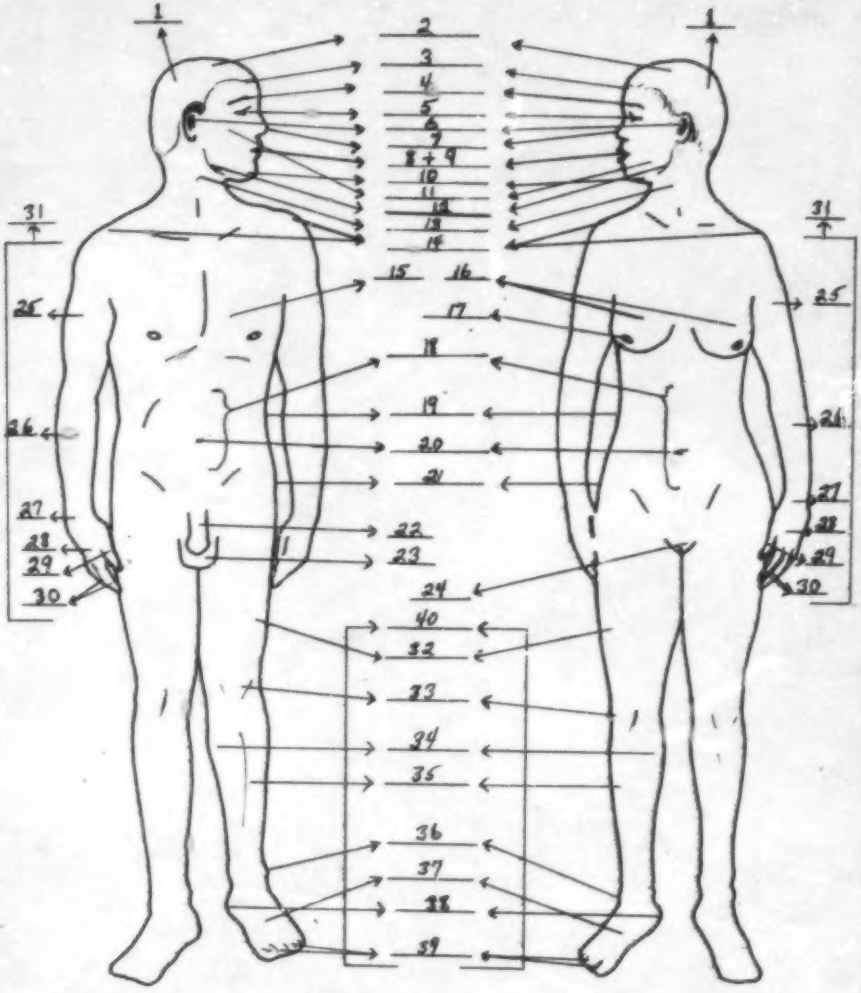
shoulder blades
ribs (in the chest)
spine
|spinal column
|backbone
|vertebra, vertebrae (plural)
pelvis



V Lesson 5

The Human Body, p.3 TEST: Name the Body Parts

THE EXTERNAL BODY: Front



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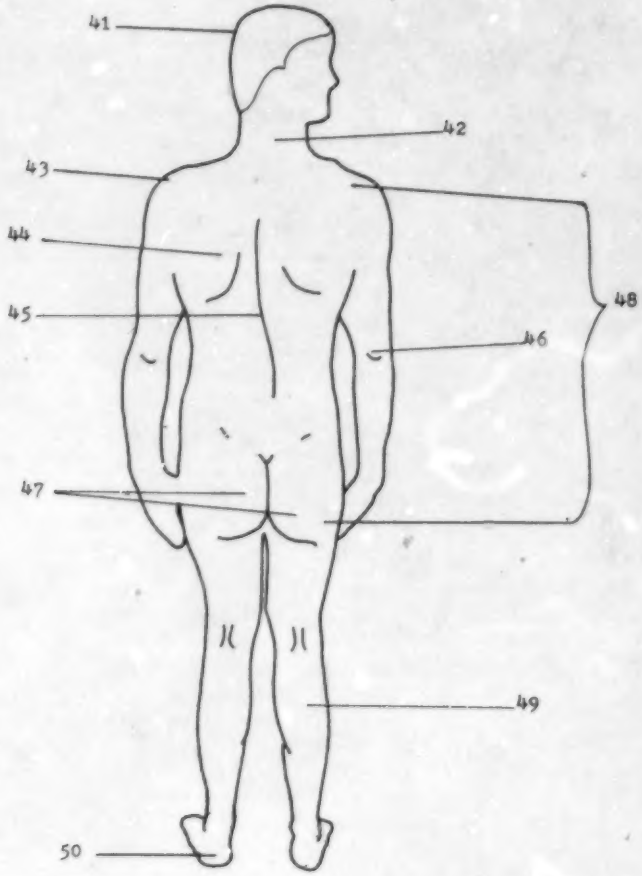
36

The Human Body, p.4 Name the Body Parts

THE EXTERNAL BODY: Back



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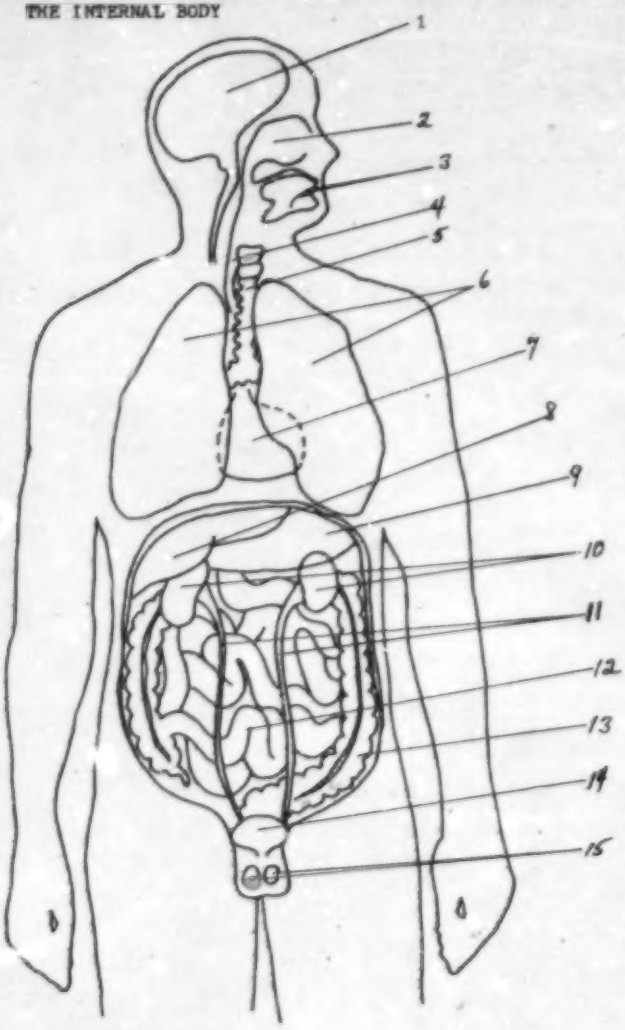
36a

The Human Body. p.5 Name the Body Parts

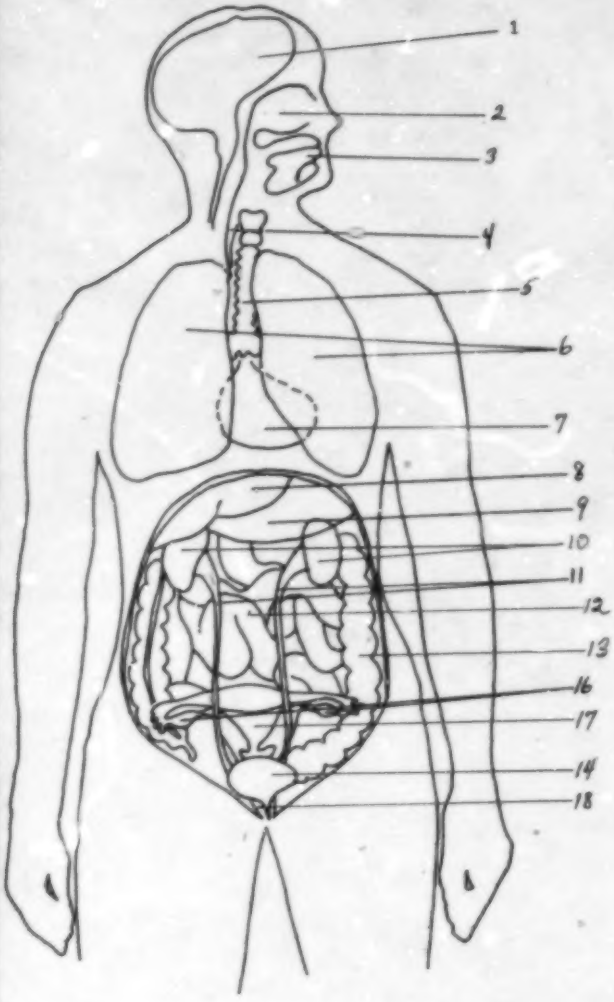
THE INTERNAL BODY



REP

37

THE INTERNAL BODY



V Lesson 5

The Human Body, p.7 TEST ANSWER SHEET

EXTERNAL BODY: Front

1 head
2 hair
3 forehead
4 eyebrow
5 eye
6 ear
7 nose
8 mouth
9 lips
10 chin
11 cheek
12 jaw

13 neck
14 shoulders
15 chest
16 breasts
17 nipple

18 abdomen
19 waist
20 navel/belly button
21 hip
22 penis
23 scrotum
24 vulva

25 upper arm
26 forearm
27 wrist
28 hand
29 thumb
30 fingers
31 arm

32 thigh
33 knee
34 calf
35 shin
36 ankle
37 foot
38 heel
39 toes
40 leg

EXTERNAL BODY: Back

41 head
42 neck
43 shoulder
44 shoulder blade
45 backbone/spine/spinal column
46 elbow
47 buttocks
48 back
49 calf
50 heel

INTERNAL BODY

1 brain
2 nasal cavity
3 tongue
4 esophagus/foodpipe
5 windpipe throat
6 lungs
7 heart

8 liver
9 stomach
10 kidneys
11 ureters
12 small intestine
13 large intestine
14 bladder

15 testicles/testes
16 ovaries
17 uterus
18 vagina

VII Lesson 3

PEOPLE IN TAMARIND CITY

These are some of the people who live in Tamarind City.

Some of the people who live in the Hibiscus Court Apartments:

Alice Ai-Lee Chong	Nursing aide at Pilikia Nui Hospital 1207 Nene Street, #410
Suzie Yu-Siu Chong	Alice's sister. Typist at City Hall 1207 Nene Str., #410
Mary Sanae Watanabe	Teacher at Mango Tree Elementary School 1207 Nene Str., #409
Richard Allen Watanabe	Mary's husband. Student at Tamarind Community College, works at night: Manager, Mauka Service Station.
James Denton Johnson	Nursing aide at Pilikia Nui Hospital 1207 Nene Str., #206 277-3456
Victoriano Cruz	Jim's roommate. Student at TCC, works at night: Waiter, Opunui Restaurant 1207 Nene Street, #206 277-3456
James C. Lee	Resident Manager, Hibiscus Court Apts. 1207 Nene Street, #101
Irma S. Lee	Mr. Lee's wife

Some other people who work in Pilikia Nui Hospital:

Virginia N. Fisher	Nursing aide, 3rd floor 1219 Volcano Lane
Robert Paul Fisher	Virginia's husband. Mgr., Kala Supermarket
Bill Fisher	The Fishers' 7-year-old son
Patty Fisher	The Fishers' 4-year-old daughter
Frank Yamamoto	Nursing aide, 3rd floor 786 Dolphin Drive
Mr. & Mrs. Donald Koji Yamamoto	Frank's parents 786 Dolphin Drive
Carol Maria Rapoza	Head nurse, Surgical Ward, 3rd floor 1316 Banyan Tree Str.
Ferdinand M. Rapoza	Carol's husband. Owner, Rapoza's Filipino Delicatessen
Christine Malia Hookala	Nurse, Surgical Ward, 3rd floor 1233 Nene Street, #205 277-9272

Lillian Yanagihara	Ward clerk, Surgical Ward, 3rd floor 633 Mango Boulevard
Arthur Yanagihara	Lillian's husband. Accountant, City Hall
Elvira Ramos	Doctor (neurosurgeon) 1588 Dolphin Fin Road (Dolphin Fin)
Alberto Constantino Ramos	Dr. Ramos's husband. Loan officer, Tamarind City Bank
Todd Cameron	Nurse, Medical Ward, 2nd floor 1213 Nene Street, #204
Penny Cameron	Todd's wife. Repairwoman at Fukuda's Auto Body Shop
Tina Tuitele	Personnel Manager 1212 Dolphin Drive
Toma Tuitele	Mrs. Tuitele's husband. Announcer, AM 73 Radio Station
Flora Ramos	Receptionist at PMH Information Desk 1231 Banyan Tree Str., #304
James Francis Ramos	Flora's husband. Repairman at Fukuda's Auto Body Shop
Joe Ramos	The Ramos's 6-year-old son
Wendell R. Young	Doctor (pediatrician) 1213 Nene Street, #402

Some of the people who are patients now in the Surgical Ward, 3rd floor, in Pilikia Nui Hospital:

Hiroshi Fujimura	1215 Tail Road
Rodney T. Mills	1213 Nene Street, #112
Esther McCarthy John J. McCarthy	335 Dolphin Fin Road (Dolphin Fin) Mrs. McCarthy's husband
Genevieve Collier Henry F. Collier	1819 Makai Drive Mrs. Collier's husband
Mary Browning Jones	1408A Nene Street
Gladys Ya I Lee Chung-Ming Lee	115 Pua Lane (Dolphin Fin) Mrs. Lee's husband

Some of the people who work at Tail Road Clinic:

Sherry Inglis	Nursing aide and receptionist 1221 Nene Street, #305
Nadine Shimabukuro	Head Nurse 1233 Nene Street, #113
Teresa Jung-Hee Pak	Doctor (internal medicine) 3311 Makai Drive (Dolphin Fin) 466-9088
Richard Yong-Soo Kim MD	Dr.Pak's husband. Doctor(gen'l practioner) Makai Professional Building Suite 811, 960 Nene Str. 278-2212 home: 3311 Makai Dr.(Dolphin Fin)
Marvin Richard Kim	Dr.Pak's & Dr.Kim's son. Salesperson, MP's Department Store 1207 Nene Str., #303
Karen Kim	Dr.Pak's and Dr.Kim's daughter Secretary, Fukuda's Auto Body Shop 1207 Nene Str., #303
John Charles Ferguson	Doctor 1115 Dolphin Drive
Emily McPherson	Dr. Ferguson's wife. Lawyer, Wiggins & McPherson Law Firm (Makai Professional Building)

Some other people in Tamarind City:

Helen Souza	Teacher, Mango Tree Elementary School 1256 Banyan Tree Street
Richard Souza	Helen's husband. Teacher, Banyan Tree High School
Malia N. Kane	Waitress, Opunui Restaurant (18 yrs old) 1756 Dolphin Drive 277-7562
Michael Keoni Kane	Malia's father. Journeyman, Fukuda's Auto Body Shop
Pua Mahealani Kane	Malia's mother. Hostess, Hikina Makai Restaurant
John K. Kane	Malia's 20-year-old brother. Musician (Keoni Kalikiano Kane), Hikina Makai Restaurant

David Venasa	Retired owner of the Omanju Bakery 1227 Volcano Lane
Maria C. Venasa	Mr. Venasa's wife
Brian Venasa	The Venasas' 16-year-old son
Victor R. Venasa	The Venasas' oldest son. Manager, Omanju Bakery 1231 Banyan Tree Street, #109
Deborah Larson Venasa	Victor's wife
Maile Lei Venasa	Victor's and Deborah's 7-year-old daughter
Mr. & Mrs. Edward Ya-Lun Chong	Alice's and Suzie's parents 1656 Tail Road
George Kazuo Fukuda	Owner, Fukuda's Auto Body Shop 226 Pua Lane (Dolphin Pin)
Betty Fukuda	George Fukuda's wife
Randal Ho Chu Lee	Repairman at Fukuda's Auto Body Shop 1221 Nene Street, #212
Nancy Katherine Lee	Randy's wife
Terry Lee	The Lees' 6-year-old son
Cindy Lee	The Lees' 5-year-old daughter
Vinh Quang Phan	Randy Lee's neighbor. Teller, Tamarind City Bank 1221 Nene Street, #210
Thuy Thanh Nguyen	Vinh's wife
Minh Quang Phan	Vinh's and Thuy's 4-month-old baby boy

VIII Lesson 1

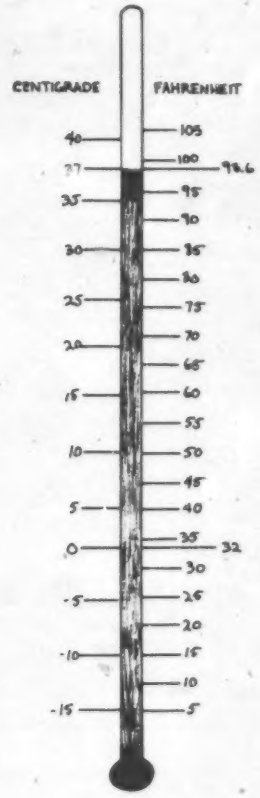
ABBREVIATIONS IN THE HOSPITAL

1.	aa	of each
2.	@	at
3.	AC, a.c.	before meals, before eating
4.	ad lib	at pleasure, as desired
5.	AM	morning
6.	BID	twice daily, two times a day
7.	BM	bowel movement
8.	BP	blood pressure
9.	BR	bathroom
10.	BRP	bathroom privileges
11.	c̄	with
12.	cc	cubic centimeter
13	CVA	cardiovascular accident, stroke
14.	Dx	diagnosis
15.	elix.	elixir
16.	ext.	extract; external
17.	EEG	electroencephalogram
18.	EKG	electrocardiogram
19.	ENT, EENT	Eye, Ear, Nose and Throat
20.	GI	gastrointestinal
21.	Gm.	gram
22.	gr.	grain
23	gtt(s)	drop(s)
24.	HS, hs	at bedtime, hour of sleep
25.	ID	intradermal
26.	IM	intramuscular
27.	I&O	Intake and Output
28.	IPPB	Intermittent Positive Pressure Breathing
29.	IV	intravenous
30.	IV inf.	intravenous infusion
31.	L, Lt.	left
32.	ml	milliliter
33.	noc.	night (nocturnal)
34.	NPO	nothing by mouth
35.	Ob. Gyn.	obstetrics and gynecology
36.	OOB	out of bed
37.	oz	ounce (30 cc)

38.	PC, p.c.	after meals, after eating
39.	Pil.	pills
40.	PM	afternoon
41.	PO	by mouth
42.	prn	whenever necessary, as necessary
43.	pt(s).	patient(s)
44.	PT	Physical Therapy
45.	qd	once daily, every day
46.	QID	four times a day
47.	q^2h	every two hours
48.	q^4h	every four hours
49.	q^8h	every eight hours
50.	qs	a sufficient quantity
51.	ROM	Range-of-Motion (exercises)
52.	R, Rt.	right
53.	RT	Radiation Therapy
54.	Rx.	take (treatment)
55.	$\bar{s}$	without
56.	SOS	if it is needed, if necessary
57.	ss	a half
58.	sol.	solution
59.	STAT	at once, immediately, right away
60.	SUBQ, SUBC	subcutaneous
61.	tab.	tablet
62.	tbsp.	tablespoon
63.	TID	three times a day
64.	TPR	Temperature, Pulse, Respiration
65.	tr., tinct.	tincture
66.	tsp.	teaspoon

(Tr)

TEMPERATURE



There are two ways of measuring temperature. One is by centigrade degrees (°), which counts freezing point at 0° and boiling point at 100°. The other is by Fahrenheit degrees, named after the man who developed the use of mercury in thermometers. The Fahrenheit method counts freezing point at 32° and boiling point at 212°.

The normal body temperature of most people is 37° centigrade (C) and 98.6° Fahrenheit (F).

Some hospitals use centigrade and some use Fahrenheit. Hospitals in this country which use centigrade usually have conversion charts where you can see them. If you want to convert from one to the other, you can use these formulas:

For changing Fahrenheit into centigrade:

$$C = \frac{(F - 32) \times 5}{9}$$

For changing centigrade into Fahrenheit:

$$F = \frac{C \times 9}{5} + 32$$

For example, if someone has a fever of 102°F, you can find the centigrade temperature of 38.8°C:

$$\begin{array}{r} 102^{\circ}F \\ -32 \\ \hline 70 \\ \times 5 \\ \hline 9\overline{)350} \\ 38.8 \end{array}$$

Find the normal Fahrenheit temperature from the normal centigrade temperature. You should come out with 98.6°F. You say, "His temperature is ninety-eight point six degrees Fahrenheit."

(Tr)

XI Lesson 1

TAG QUESTIONS

Tag questions are short questions on the end of statements, such as "aren't you" in "You're tired, aren't you?" Tag questions are questions asking for confirmation of the statement.

Americans use tag questions a lot. When you answer a tag question, you answer to the content. For example, you are not going to California this year and someone asks you:

You're not going to California, are you?

You answer

No, I'm not going to California.

If you are going to California and someone asks you the same question:

You're not going to California, are you?

you answer:

Yes, I'm going to California.

Do NOT say:

No, I'm going to California.

or Yes, I'm not going to California.

If someone asks you:

You're going to California, aren't you?

you can answer:

Yes, I am. / Yes, I'm going to California.

or No, I'm not going to California.

There are two main intonation patterns in tag questions. One is a falling intonation--when the person thinks their statement is correct:

You're from Viet-Nam, aren't you? (Yes, I'm from Viet-Nam.)

You're not from Viet-Nam, are you? (No, I'm not from Viet-Nam.)

The other is a rising intonation--when the person is not sure their statement is correct:

You're from Viet-Nam, aren't you? (Yes./No.)

You're not from Viet-Nam, are you? (No./Yes.)

Vocabulary

confirmation
content = substance of the statement
intonation pattern = pattern of rise and fall of spoken words
(Tr)